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FINANCIAL STATEMENT with
INDEPENDENT AUDITOR'S REPORT
YEAR ENDED DECEMBER 31, 2017

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# Kennedy McKee & Company LLP Certified Public Accountants

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#### INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and City Council City of Greensburg, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash of the City of Greensburg, Kansas and its related municipal entity, the Greensburg Housing Authority (collectively referred to as the Municipal Financial Reporting Entity), as of and for the year ended December 31, 2017 and the related notes to the financial statement.

#### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note A; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the *Kansas Municipal Audit and Accounting Guide*. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note A, the financial statement is prepared by the Municipal Financial Reporting Entity on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note A and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

#### Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Municipal Financial Reporting Entity as of December 31, 2017, or changes in financial position and cash flows thereof for the year then ended.

#### **Unmodified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the Municipal Financial Reporting Entity as of December 31, 2017, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note A.

#### Other Matters

#### **Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures, and schedule of regulatory basis receipts and expenditures - related municipal entity (Schedules 1, 2, and 3 as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement, however are required to be presented under the provisions of the Kansas Municipal Audit and Accounting Guide. information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note A.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statement of the Municipal Financial Reporting Entity as of and for the year ended December 31, 2016 (not presented herein), and have issued our report thereon dated August 1, 2017, which contained an unmodified opinion on the basic financial statement. The 2016 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the Department of Administration at following website of the Kansas the http://admin.ks.gov/offices/chief-finanical-officer/municipal-services. The 2016 actual column (2016 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures-actual and budget for year ended December 31, 2016 (Schedule 2 as listed in the table of contents) is presented for additional analysis and is not a required part of the basic financial statement. Such 2016 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2016 basic financial statement. The 2016 comparative information was subjected to the auditing procedures applied in the audit of the 2016 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2016 basic financial statement or to the 2016 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2016 comparative information is fairly stated in all material respects in relation to the 2016 basic financial statement as a whole, on the basis of accounting described in Note A.

Kennedy McKee & Company LLP

August 10, 2018

## SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH REGULATORY BASIS

For the Year Ended December 31, 2017

<u>Funds</u>	Beginning unencumbered cash balance	Receipts
General fund: General	\$ 151,902	\$ 752,717
Special purpose funds:     City tax infrastructure     Big well     Fire equipment reserve     Special highway     Incubator     Tourism and convention promotion     Parks & recreation/alcohol     Nonbudgeted special purpose funds:         Tornado donation         Tornado insurance     Planet green donation         Court diversion     Public building - debt service     Public building - reserve         Equipment reserve         Grant funds  Total special purpose funds	138,979 343,501 69,511 147,016 173,468 124,362 3,356  114,027 868,577 10,732 2,880 9,941 28,385 39,703 50,856	85,148 215,604 7,500 20,908 21,916 67,697 3,870  21,090 43,632 26 75 56,334 5,609 30,000 26,948
Business funds:     Electric utility     Water utility     Sewage disposal     Sanitation     Nonbudgeted business funds:         Electric debt reserve         Water reserve         Water principal and interest         Sewer replacement         Sanitation capital reserve         Meter deposits  Total business funds	820,288 294,506 61,533 147,934 - 23,077 33,475 28,192 96,542 14,257	1,477,554 227,823 67,880 116,733 50,000 10,000 90,871 - 3,458 6,844 2,051,163
Related municipal entity: Greensburg Housing Authority	180,558	272,510
Total reporting entity	\$ 3,977,558	\$ 3,682,747

Expenditures	Ending unencumbered cash balance	Add encumbrances and accounts payable	Ending cash balance
\$ 622,594	\$ 282,025	\$ 15,827	\$ 297,852
33,690 249,689 - 3,090 29,021 72,877	190,437 309,416 77,011 164,834 166,363 119,182	33,691 3,110 - - 989 3,560	224,128 312,526 77,011 164,834 167,352 122,742
4,000	7,226 131,117		7,226 131,117
40,134 - 852 56,087	872,075 10,758 2,103 10,188	11,745 - - -	883,820 10,758 2,103 10,188
358,553	33,994 69,703 (280,749)	319,109	33,994 69,703 38,360
847,993	1,883,658	372,204	2,255,862
1,481,003 233,422 51,806 114,343	816,839 288,907 77,607 150,324	102,987 4,822 1,022 9,324	919,826 293,729 78,629 159,648
- - 90,871 - -	50,000 33,077 33,475 28,192 100,000	- - - -	50,000 33,077 33,475 28,192 100,000
8,510 1,979,955	12,591 1,591,012	118,155	12,591 1,709,167
242,508	210,560	7,413	217,973
\$ 3,693,050	\$ 3,967,255	\$ 513,599	\$ 4,480,854

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# SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH REGULATORY BASIS

For the Year Ended December 31, 2017

Composition of cash balance:

Operating checking	\$ 3,953,790
Donation checking	93,461
Savings	10,758
Contingent fund	1,400
Cash on hand	100
Investments	203,372
Related Municipal Entity	217,973

Total cash \_\_\_\_\$ 4,480,854

The notes to the financial statement are an integral part of this statement.

#### NOTES TO THE FINANCIAL STATEMENT

December 31, 2017

#### A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This summary of significant accounting policies applied in the preparation of the accompanying financial statement is presented to assist in understanding the City's financial statement. The financial statement and notes are representations of the City's management, which is responsible for their integrity and objectivity.

#### 1. Municipal Financial Reporting Entity

The City of Greensburg is a municipal corporation governed by an elected mayor and an elected five-member council. The financial statement presents the City of Greensburg (the municipality), the Public Building Commission (part of the municipality), and the Greensburg Housing Authority (related municipal entity). The Public Building Commission and Greensburg Housing Authority are included in the City's reporting entity because they were established to benefit the City and/or its constituents.

**Public Building Commission.** The Commission was authorized by City Ordinance No. 988, pursuant to K.S.A. 12-1757 *et. seq.*, and all amendments thereto, and as amended, supplemented and limited by the City of Greensburg, Kansas Charter Ordinance No. 11 establishing the composition thereof and purpose for which established. For financial reporting, the financial activities of the Public Building Commission are accounted for within non-budgeted special purpose funds.

**Greensburg Housing Authority**. The City of Greensburg Housing Authority operates the City's housing projects. The Housing Authority can sue and be sued, and can buy, sell, or lease real property. Bond issuance must be approved by the City. The Greensburg Housing Authority governing board is appointed by the City Council. Although the City does not have the authority to approve or modify the Housing Authority's operational and capital budgets, and the Housing Authority has the authority to issue bonded debt, the City is fiscally responsible for the Housing Authority as it was created as an agent of the City. Complete financial records for the Housing Authority may be reviewed at the administrative offices of the entity at 810 South Spruce, Greensburg, KS 67054.

#### 2. Basis of Presentation – Fund Accounting

The accounts of the City are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

#### A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### 2. Basis of Presentation - Fund Accounting (Continued)

The following types of funds comprise the financial activities of the City for the year ended December 31, 2017.

#### REGULATORY BASIS FUND TYPES

<u>General fund</u> - the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

<u>Special Purpose fund</u> – used to account for the proceeds of specific tax levies and other specific regulatory receipt sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

<u>Business fund</u> – funds financed in whole or in part by fees charged to users of the goods or services (i.e. enterprise and internal service fund, etc.)

### 3. Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The Kansas Municipal Audit and Accounting Guide (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the regulatory basis of accounting.

#### 4. Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- a. Preparation of the budget for the succeeding calendar year on or before August 1st.
- b. Publication in a local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
- c. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
- d. Adoption of the final budget on or before August 25th.

#### A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### 4. <u>Budgetary Information (Continued)</u>

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in regulatory receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which regulatory receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

A legal operating budget is not required for utility reserve funds and the following special purpose funds:

Tornado donation Tornado insurance Planet green donation Court diversion

Public building – debt service Public building - reserve Equipment reserve Grant

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

#### 5. Ad Valorem Tax Revenue

The determination of assessed valuation and the collection of property taxes for all political subdivisions in the State of Kansas is the responsibility of the various counties. The County Appraiser's Office annually determines assessed valuation and the County Clerk spreads the annual assessment on the tax rolls. Taxes are levied by November 1 and a lien for all taxes attaches on that same date until the taxes are paid. One-half of the property taxes is due December 20 and distributed to the City by January 20, and the second half is due May 10 and distributed to the City by June 5. The City draws available funds from the County Treasurer's office at designated times throughout the year.

#### 6. Cash and Investments

To facilitate better management of the municipality's cash resources, excess cash is combined in a pooled operating account. Each fund's portion of total cash is based on its equity in the pooled cash account. Cash in excess of current operating needs is invested on a pooled investment basis and earnings thereon are distributed to the general fund and other appropriate funds. Investments consist of certificates of deposit reported at cost, which approximates fair value.

#### B. COMPLIANCE WITH KANSAS STATUTES

Reference made herein to the statutes are not intended as interpretations of law, but are offered for consideration to the Director of Accounts and Reports, Kansas Department of Administration, and for interpretation by the legal representatives of the City.

Although certain special purpose state grant funds overspent their cash balances, according to K.S.A. 12-1664, the City is not prohibited from financing the state share of a local program from current funds if available. Funds in the category are as follows:

Grant Fund \$ (280,749)

#### C. DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds to have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

Custodial credit risk - deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. All deposits were legally secured at December 31, 2017.

At December 31, 2017 the City's carrying amount of deposits was \$4,262,779 and the bank balance was \$4,271,037. Of the bank balance, \$250,000 was covered by federal depository insurance, and \$4,021,037 was collateralized with securities held by the pledging financial institutions' agents in the City's name.

#### D. DEFINED BENEFIT PENSION PLAN

Plan description. The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing, multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERS website at <a href="https://www.kpers.org">www.kpers.org</a> or by writing to KPERS (611 S. Kansas, Suite 100; Topeka, KS 66603) or by calling 1-888-275-5737.

#### D. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Contributions. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by the City and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate with a 0% moratorium from the period of January 1, 2017 through September 30, 2017 for Death and Disability Program) and the statutory contribution rate was 8.46% for the fiscal year ended December 31, 2017. Contributions to the pension plan from the City were \$52,291 for the year ended December 31, 2017.

Net pension liability. At December 31, 2017, the City's proportionate share of the collective net pension liability reported by KPERS was \$490,708. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2016, which was rolled forward to June 30, 2017. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERS, relative to the total employer and non-employer contributions of the local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in this financial statement. The complete actuarial report including all actuarial assumptions and methods, and the report on the allocation of the KPERS net pension liability to all participating employers are publically available on the website at www.kpers.org or can be obtained as described above.

#### E. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

Other post-employment benefits. As provided by K.S.A. 12-5040, the City allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

Vacation leave – Vacation leave is earned and credited according to a table in the employee handbook. Time is credited to the employee on a monthly basis, and begins at 96 hours per year for employees with 1 to 10 years employment, at 11 years it is increased to 120 hours, and at 15 years it is increased to 144 hours. The vacation leave is credited in the month that it is earned, and is allowed to accumulate to 160 hours. Vacation is payable upon employee termination.

#### E. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS (CONTINUED)

Sick leave – Full time employees earn 8 hours of sick leave for each month of service. Sick leave may be accumulated up to 720 hours. Accumulated sick leave is not paid upon termination or resignation, except for employees retiring under the Kansas Public Employee Retirement System are eligible to be paid for one-half of their accumulated sick leave.

Compensatory time - Compensatory time is also an option for employees. This allows employees to bank their overtime (actually defer payment to a later point in time) instead of being paid for it in the pay period it was earned. One hour of overtime is converted to one and one-half hours of compensatory time. Any compensatory time granted shall be used within thirty days following receipt of that time. Any accumulated compensatory time remaining following the end of thirty days shall be paid at one and one-half times the regular rate of pay.

Section 125 cafeteria plan/health insurance - The City offers a Section 125 cafeteria plan for all employees electing to participate. It can be used for health insurance premiums, unreimbursed medical and dependent care expenses. The plan is administered by an independent insurance company.

#### F. LONG-TERM DEBT

Changes in long-term liabilities for the City for the year ended December 31, 2017, were as follows:

<u>Issue</u>	Balance beginning of year	Additions	 ductions/ yments	Balance end of year	 nterest paid
General obligation bonds: Refunding and improvement series 2012 bonds Issued September 27, 2012 In the amount of \$2,188,000 At interest rate of 2.75% Maturing September 27, 2052	\$2,060,037	\$ -	\$ 34,220	\$2,025,817	\$ 56,651
Revenue bonds: Public building commission Issued November 22, 2011 In the amount of \$1,000,000 At interest rate of 3.75% Maturing November 22, 2041	899,824	-	22,344	877,480	33,743
Loan from State of Kansas: 15% share of local assistance projects *	2,075,191		 	2,075,191	 
Total long-term debt	<u>\$5,035,052</u>	<u>\$ -</u>	\$ 56,564	<u>\$4,978,488</u>	\$ 90,394

<sup>\*</sup> Memorandum of understanding signed with the State of Kansas is to provide funding for the 15% local match required by FEMA projects. The interest rate and repayment schedule will be determined at a future date.

#### F. LONG-TERM DEBT (CONTINUED)

Current maturities of general obligation bonds and interest for the next five years and in five year increments through maturity are as follows:

	 Principal due		Interest due	Total <u>due</u>		
2018 2019 2020 2021 2022 2023-2027 2028-2032 2033-2037 2038-2042 2043-2047 2048-2052	\$ 35,161 36,128 37,121 38,142 39,191 212,728 243,630 279,024 319,560 365,983 419,149	\$	55,710 54,743 53,750 52,729 51,680 241,627 210,725 175,331 134,795 80,372 35,206	\$	90,871 90,871 90,871 90,871 454,355 454,355 454,355 454,355 454,355	
Total	\$ 2,025,817	\$	1,154,668	\$	3,180,485	

Current maturities of revenue bonds and interest for the next five years and in five year increments through maturity are as follows:

	F	Principal due		Interest due	Total <u>due</u>		
2018 2019 2020 2021 2022 2023-2027 2028-2032 2033-2037 2038-2041	\$	23,182 24,052 24,953 25,889 26,860 150,185 180,538 217,024 204,797	\$	32,906 32,036 31,134 30,198 29,228 130,251 99,900 63,413 19,556	\$	56,088 56,087 56,087 56,088 280,436 280,438 280,437 224,353	
Total	<u>\$</u>	877,480	\$	468,622	\$	1,346,102	

#### G. RELATED PARTIES CAPITAL LEASE

On November 22, 2011, the City of Greensburg entered into a lease purchase agreement with the City of Greensburg Public Building Commission for the lease of a building for the purpose of operating the Big Well Museum and Gift Shop. The agreement calls for basic annual rental payments of approximately \$56,000. These rental payments will be used to pay the Public Building Commission revenue bonds (shown in Note F) as they mature. According to Article XVIII of the agreement, the City of Greensburg may elect to exercise their right to purchase the property at any time during the term of the lease. The purchase price shall be the sum of the unpaid rent, additional rent and closing costs.

#### H. INTERFUND TRANSFERS

Operating transfers were as follows:

<u>From</u>	<u>To</u>	Regulatory <u>authority</u>	<u>Amount</u>
Electric utility Electric utility Water utility Water utility Water utility Sanitation General General	Electric debt reserve General General Water reserve Water principal and interest Sanitation capital reserve Fire equipment reserve Equipment reserve	K.S.A. 10-825d K.S.A. 12-825d K.S.A. 12-825d K.S.A. 12-825d K.S.A. 12-825d K.S.A. 12-825d K.S.A. 12-1,117 K.S.A. 12-1,117	\$ 50,000 130,000 10,000 10,000 90,871 3,458 7,500 30,000
			\$ 331,829

#### I. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, natural disasters, and medical needs of employees. The municipality purchases commercial insurance to cover these risks. There have been no significant reductions in coverage from the prior year. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three years.

#### J. SUBSEQUENT EVENTS

Management has evaluated subsequent events through August 10, 2018, the date on which the financial statement was available to be used. Management's evaluation concluded that there are no subsequent events that are required to be recognized or disclosed in this financial statement.

# REGULATORY – REQUIRED SUPPLEMENTARY INFORMATION

### SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017

			Adjust	ment						
			fo	r		Total	Exp	penditures		
			qualif	fying		budget	ch	argeable	V	/ariance
	Certi	ified	bud	get		for	to	current	fa	avorable
Funds	bud	get	cred	dits	СО	mparison		year	(un	favorable)
General	\$ 75	7,663	\$	-	\$	757,663	\$	622,594	\$	135,069
Special purpose funds:										
City tax infrastructure	22	7,504		-		227,504		33,690		193,814
Big well	27	8,664		-		278,664		249,689		28,975
Fire equipment reserve	7	0,658		-		70,658		_		70,658
Special highway	17	2,901		-		172,901		3,090		169,811
Incubator	9:	2,000		-		92,000		29,021		62,979
Tourism and convention										
promotion	9	4,099		-		94,099		72,877		21,222
Parks & recreation/alcohol		2,402		-		2,402		-		2,402
Business funds:										
Electric utility	1,65	0,238		-	1	,650,238	1	,481,003		169,235
Water utility	25	0,871		-		250,871		233,422		17,449
Sewage disposal	6	7,436		-		67,436		51,806		15,630
Sanitation	12	3,500				123,500		114,343		9,157
Total	\$ 3,78	7,936	\$		\$ 3	,787,936	\$ 2	2,891,535	\$	896,401

#### **GENERAL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

		2017					
				Variance			
				favorable			
	2016	Actual	Budget	(unfavorable)			
Receipts:							
Taxes:							
Ad valorem tax	\$ 440,067	\$ 437,840	\$ 457,418	\$ (19,578)			
Delinquent tax	5,161	7,598	2,277	5,321			
Vehicle taxes	56,332	53,874	50,399	3,475			
Local alcoholic liquor	2,081	3,870	790	3,080			
Local sales tax	63,521	66,460	75,000	(8,540)			
Federal aid	-	43,715	-	43,715			
Local grants	-	11,581	-	11,581			
Franchise fees	15,424	16,990	20,000	(3,010)			
Licenses and permits	11,082	20,592	7,000	13,592			
Fines - municipal court	14,092	5,938	45,000	(39,062)			
Penalties on utility bills	11,776	10,862	10,000	862			
Charges for services	1,000	-	2,000	(2,000)			
Swimming pool	18,916	18,393	10,000	8,393			
County pool aid	10,000	10,000	10,000	-			
Gas & oil royalties	-	1,226	-	1,226			
Interest on idle funds	3,777	3,958	5,000	(1,042)			
Other	4,794	90	2,000	(1,910)			
Transfer from electric utility fund	130,000	130,000	130,000	-			
Transfer from equipment reserve fund	50,000	-	-	-			
Transfer from water utility fund	20,000	10,000	10,000	-			
Neighborhood revitalization rebate	(119,614)	(100,270)	(84,631)	(15,639)			
Total receipts	738,409	752,717	\$ 752,253	\$ 464			
Expenditures:							
General government:							
Personal services	130,192	130,412	\$ 141,453	\$ 11,041			
Contractual services	115,156	100,685	162,500	61,815			
Commodities	11,457	9,457	18,000	8,543			
Capital outlay	-	837	-	(837)			
Subtotal	256,805	241,391	321,953	80,562			
5.5.4.4	<del></del>	<u> </u>	<del></del>				
Police department:							
Personal services	50,590	48,519	56,015	7,496			
Contractual services	22,009	6,303	7,000	697			
Commodities	8,351	8,872	8,500	(372)			
Capital outlay	35						
Subtotal	80,985	63,694	71,515	7,821			
Fire department:							
Personal services	7,913	9,088	12,000	2,912			
Contractual services	1,564	2,440	5,000	2,560			
Commodities	63		3,000	3,000			
Subtotal	9,540	11,528	20,000	8,472			

#### **GENERAL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017	
	2016	Actual	Budget	Variance favorable (unfavorable)
Street department: Personal services	\$ 172,778	\$ 153,462	\$ 184,420	\$ 30,958
Contractual services	19,025	19,412	24,300	4,888
Commodities	16,346	14,749	22,000	7,251
Capital outlay	5,873	285		(285)
Subtotal	214,022	187,908	230,720	42,812
Park department:				
Personal services	2,451	2,804	5,575	2,771
Contractual services	11,980	3,647	4,200	553
Commodities	8,234	17,904	6,200	(11,704)
Subtotal	22,665	24,355	15,975	(8,380)
Swimming pool:				
Personal services	38,791	38,847	55,100	16,253
Contractual services	7,721	12,341	9,400	(2,941)
Commodities	18,181	9,561	15,500	5,939
Subtotal	64,693	60,749	80,000	19,251
Airport:				
Contractual services	64	205	500	295
Court:				
Contractual services	6,542	4,385	15,000	10,615
Commodities	195			
Subtotal	6,737	4,385	15,000	10,615
Industrial park:				
Contractual services	1,483	1,746	2,000	254
Reimbursed expenditures	(15,119)	(10,867)		10,867
Transfer to fire equipment reserve	-	7,500	-	(7,500)
Transfer to equipment reserve		30,000		(30,000)
Subtotal		37,500		(37,500)
Total expenditures	641,875	622,594	\$ 757,663	\$ 135,069
Receipts over (under) expenditures	96,534	130,123		
Unencumbered cash, beginning of year	55,368	151,902	\$ 5,410	\$ 146,492
Unencumbered cash, end of year	\$ 151,902	\$ 282,025	\$ -	\$ 282,025

#### CITY TAX INFRASTRUCTURE FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017						
	2016		Actual		Budget		fa	/ariance avorable ifavorable)	
Receipts:									
Local sales tax	\$	81,475	\$	85,148	\$	85,000	\$	148	
Expenditures: Contractual services				33,690	\$	227,504	\$	193,814	
Receipts over (under) expenditures Unencumbered cash,		81,475		51,458					
beginning of year		57,504		138,979	\$	142,504	\$	(3,525)	
Unencumbered cash, end of year	\$	138,979	\$	190,437	\$		\$	190,437	

#### **BIG WELL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

		2017						
							/ariance avorable	
	2016		Actual		Budget	(unfavorable)		
	_							
Receipts:								
Sales tax	\$ 81,475	\$	85,149	\$	85,000	\$	149	
Merchandise sales and admissions	112,478		124,686		110,000		14,686	
Contributions	_		-		500		(500)	
Other	 3,234		5,769		1,000		4,769	
Total receipts	197,187		215,604	\$	196,500	\$	19,104	
Expenditures:								
Personal services	89,816		79,958	\$	94,467	\$	14,509	
Contractual services	59,213		51,752		44,000	·	(7,752)	
Commodities	45,138		56,282		58,500		2,218	
Capital outlay	29		-		20,000		20,000	
Lease purchase agreement	 61,697		61,697		61,697			
Total expenditures	 255,893		249,689	\$	278,664	\$	28,975	
Receipts over (under) expenditures Unencumbered cash,	(58,706)		(34,085)					
beginning of year	402,207		343,501	\$	338,410	\$	5,091	
Unencumbered cash, end of year	\$ 343,501	\$	309,416	\$	256,246	\$	53,170	

#### FIRE EQUIPMENT RESERVE FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017						
	2016		Actual		Budget		Variance favorable (unfavorable)		
Receipts:									
Transfers in	\$	-	\$	7,500	\$	_	\$	7,500	
Expenditures: Capital outlay		1,147			\$	70,658	\$	70,658	
Receipts over (under) expenditures		(1,147)		7,500					
Unencumbered cash, beginning of year		70,658		69,511	\$	70,658	\$	(1,147)	
Unencumbered cash, end of year	\$	69,511	\$	77,011	\$		\$	77,011	

#### SPECIAL HIGHWAY FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

				2017						
	2016		Actual		Budget		Variance favorable (unfavorable			
Receipts: Special highway payments	\$	20,930	\$	20,908	\$	20,220	\$	688		
Expenditures: Commodities		6,156		3,090	\$	172,901	\$	169,811		
Receipts over (under) expenditures Unencumbered cash,		14,774		17,818	<b>c</b>	150 601	¢.	(E 665)		
beginning of year		132,242		147,016	\$	152,681	\$	(5,665)		
Unencumbered cash, end of year	\$	147,016	\$	164,834	\$		\$	164,834		

#### **INCUBATOR FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017							
	2016			Actual		Budget		/ariance avorable favorable)		
Receipts:										
Rents Revitalization rebate	\$ 2	27,081 <u>-</u>	\$	21,916 <u>-</u>	\$	22,000 9,800	\$	(84) (9,800)		
Total receipts		27,081		21,916	\$	31,800	\$	(9,884)		
Expenditures:										
Personal services		10,214		-	\$	-	\$	-		
Contractual services		18,461		25,983		72,000		46,017		
Commodities		2,004		3,038		20,000		16,962		
Total expenditures	;	30,679		29,021	\$	92,000	\$	62,979		
Receipts over (under) expenditures Unencumbered cash,		(3,598)		(7,105)						
beginning of year	1	77,066		173,468	\$	116,683	\$	56,785		
Unencumbered cash, end of year	\$ 1	73,468	\$	166,363	\$	56,483	\$	109,880		

#### TOURISM AND CONVENTION PROMOTION FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

		2017						
	2016	Actual	Budget	Variance favorable (unfavorable)				
Receipts:								
Transient guest tax Donations	\$ 65,459 -	\$ 67,031 -	\$ 73,000 500	\$ (5,969) (500)				
Other	2,530	666		666				
Total receipts	67,989	67,697	\$ 73,500	\$ (5,803)				
Expenditures:								
Personal services	12,769	20,480	\$ 16,599	\$ (3,881)				
Tourism and convention promotion Commodities	52,906 	51,385 1,012	77,500 	26,115 (1,012)				
Total expenditures	65,675	72,877	\$ 94,099	\$ 21,222				
Receipts over (under) expenditures Unencumbered cash,	2,314	(5,180)						
beginning of year	122,048	124,362	\$ 120,048	\$ 4,314				
Unencumbered cash, end of year	\$ 124,362	\$ 119,182	\$ 99,449	\$ 19,733				

#### PARKS & RECREATION/ALCOHOL FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017						
	2016		Actual		Budget		Variance favorable (unfavorable		
Receipts: Local alcoholic liquor	\$	2,080	\$	3,870	\$	790	\$	3,080	
Expenditures: Commodities					\$	2,402	\$	2,402	
Receipts over (under) expenditures		2,080		3,870					
Unencumbered cash, beginning of year		1,276		3,356	\$	1,612	\$	1,744	
Unencumbered cash, end of year	\$	3,356	\$	7,226	\$	-	\$	7,226	

#### ALL NON-BUDGETED SPECIAL PURPOSE FUNDS

### SCHEDULE OF RECEIPTS AND EXPENDITURES REGULATORY BASIS

For the Year Ended December 31, 2017

	Tornado Tornado donation insurance				Planet green donation		
Receipts:							
State aid	\$	-	\$	-	\$	-	
Interest on idle funds		90		1,597		26	
Donations		21,000		-		-	
Rent		-		-		-	
Diversion fees		-		-		-	
Insurance		-		42,035		-	
Transfer from general							
Total receipts		21,090		43,632		26	
Expenditures:							
General government:							
Contractual services		4,000		36,919		-	
Commodities		-		3,215		-	
Debt service:							
Bond principal		-		-		-	
Bond interest							
Total expenditures		4,000		40,134			
Receipts over (under)							
expenditures		17,090		3,498		26	
Unencumbered cash balance,		17,000		3,430		20	
beginning of year		114,027		868,577		10,732	
5 5 7		<u> </u>		<u> </u>		· ·	
Unencumbered cash balance,							
end of year	\$	131,117	\$	872,075	\$	10,758	

	Court version	bu	Public ilding - t service	bı	Public uilding - eserve	Equipment reserve		Grant		Total
\$	-	\$	-	\$	-	\$	-	\$	26,948	\$ 26,948
	-		-		-		-		-	1,713
	-		-		-		-		-	21,000
	- 75		56,334		5,609		-		-	61,943 75
	75		-		-		-		<u>-</u>	42,035
	_		_		_		30,000		_	30,000
-							00,000			 00,000
	75		56,334		5,609		30,000		26,948	183,714
	455 397		- -		<del>-</del> -		- -		358,553 -	399,927 3,612
	_		22,344		_		_		_	22,344
	-		33,743		-		-		-	33,743
	852		56,087						358,553	459,626
	(777)		247		5,609		30,000		(331,605)	(275,912)
	2,880		9,941		28,385		39,703		50,856	 1,125,101
\$	2,103	\$	10,188	\$	33,994	\$	69,703	\$	(280,749)	\$ 849,189

#### **ELECTRIC UTILITY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

		2017						
	2016	Actual	Budget	Variance favorable (unfavorable)				
Receipts:								
Sales	\$ 1,438,877	\$ 1,460,750	\$ 1,500,000	\$ (39,250)				
Security lights	6,111	6,380	6,000	380				
FEMA proceeds	-	10,424	-	10,424				
Other	234	-	-	-				
Transfer from electric debt service	100,000							
Total receipts	1,545,222	1,477,554	\$ 1,506,000	\$ (28,446)				
Expenditures:								
Electricity	934,915	897,095	\$ 950,000	\$ 52,905				
Transmission and distribution:								
Personal services	252,325	310,011	298,738	(11,273)				
Contractual services	62,815	65,323	119,000	53,677				
Commodities	22,644	32,766	82,500	49,734				
Capital outlay	93	-	-	-				
Transfer to electric debt service	72,536	-	-	-				
Transfer to general	130,000	130,000	130,000	-				
Transfer to electirc reserve	-	50,000	70,000	20,000				
Reimbursed expenditures	(3,431)	(4,192)		4,192				
Total expenditures	1,471,897	1,481,003	\$ 1,650,238	\$ 169,235				
Receipts over (under) expenditures Unencumbered cash,	73,325	(3,449)						
beginning of year	746,963	820,288	\$ 613,895	\$ 206,393				
Unencumbered cash, end of year	\$ 820,288	\$ 816,839	\$ 469,657	\$ 347,182				

#### WATER UTILITY FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

		2017						
	2016	Actual	Budget	Variance favorable (unfavorable)				
Receipts:								
Water sales - meters	\$ 223,817	\$ 227,823	\$ 200,000	\$ 27,823				
Expenditures:								
Personal services	32,556	34,738	\$ 49,000	\$ 14,262				
Contractual services	58,409	61,794	62,000	206				
Commodities	16,722	26,019	29,000	2,981				
Transfer to water principal and interest	120,871	90,871	90,871	-				
Transfer to water reserve	-	10,000	10,000	-				
Transfer to general fund		10,000	10,000					
Total accorded there	000 550	000 400	<b>*</b> 050 074	0 47 440				
Total expenditures	228,558	233,422	\$ 250,871	\$ 17,449				
Receipts over (under) expenditures Unencumbered cash,	(4,741)	(5,599)						
beginning of year	299,247	294,506	\$ 248,845	\$ 45,661				
Unencumbered cash, end of year	\$ 294,506	\$ 288,907	\$ 197,974	\$ 90,933				

#### SEWAGE DISPOSAL FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

	2016		Actual		Budget		ariance avorable favorable)
Receipts:							
Sewer service charges Other receipts	\$	66,522 678	\$ 66,989 891	\$	64,000 <u>-</u>	\$	2,989 891
Total receipts		67,200	 67,880	\$	64,000	\$	3,880
Expenditures:							
Personal services		45,349	47,379	\$	57,936	\$	10,557
Contractual services		4,774	3,629		3,500		(129)
Commodities		3,291	 798		6,000		5,202
Total expenditures		53,414	 51,806	\$	67,436	\$	15,630
Receipts over (under) expenditures Unencumbered cash,		13,786	16,074				
beginning of year		47,747	 61,533	\$	47,453	\$	14,080
Unencumbered cash, end of year	\$	61,533	\$ 77,607	\$	44,017	\$	33,590

#### SANITATION FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET REGULATORY BASIS

For the Year Ended December 31, 2017 (With Comparative Actual Totals for the Prior Year Ended December 31, 2016)

			2017	
	2016	Actual	Budget	Variance favorable (unfavorable)
Receipts: Sanitation service charge	\$ 117,538	\$ 116,733	\$ 119,000	\$ (2,267)
Expenditures: Contractual services Transfer to sanitation capital reserve Reimbursed expenditures	119,286 5,000 (360)	111,357 3,458 (472)	\$ 120,000 3,500 -	\$ 8,643 42 472
Total expenditures	123,926	114,343	\$ 123,500	\$ 9,157
Receipts over (under) expenditures Unencumbered cash,	(6,388)	2,390		
beginning of year	154,322	147,934	\$ 148,322	\$ (388)
Unencumbered cash, end of year	\$ 147,934	\$ 150,324	\$ 143,822	\$ 6,502

#### ALL NON-BUDGETED BUSINESS FUNDS

### SCHEDULE OF RECEIPTS AND EXPENDITURES REGULATORY BASIS

For the Year Ended December 31, 2017

	Electric reserve	Water reserve	Water principal and interest	Sewer replacement	
Receipts: Utility deposits Transfer from electric utility Transfer from water utility Transfer from sanitation	\$ - 50,000 - -	\$ - - 10,000 -	\$ - 90,871	\$ - - - -	
Total receipts	50,000	10,000	90,871		
Expenditures: Return utility deposits Debt service: Bond principal Bond interest	- - -	- - -	- 34,220 56,651	- - -	
Total expenditures			90,871		
Receipts over (under) expenditures Unencumbered cash balance, beginning of year	50,000	10,000	33,475	28,192	
Unencumbered cash balance, end of year	\$ 50,000	\$ 33,077	\$ 33,475	\$ 28,192	

cap	tation oital erve	Meter deposits		Total	
\$	- - - 3,458_	\$ 6,844 - - -	\$	6,844 50,000 100,871 3,458	
	3,458	 6,844		161,173	
	-	8,510		8,510	
	-	-		34,220 56,651	
	<u>-</u>	8,510		99,381	
	3,458	(1,666)		61,792	
	96,542	 14,257		195,543	
\$ 10	00,000	\$ 12,591	\$	257,335	

### GREENSBURG HOUSING AUTHORITY RELATED MUNICIPAL ENTITY

### SCHEDULE OF RECEIPTS AND EXPENDITURES REGULATORY BASIS

For the Year Ended December 31, 2017

Receipts:	
Rental assistance	\$ 101,974
Rental income	49,471
Laundry and other income	1,659
Tenant charges	17,843
Forfeited security deposits	1,107
Interest income	251
Insurance proceeds	100,205
Total receipts	272,510
Expenditures:	
Maintenance and operating	133,805
Salaries and payroll taxes	45,771
Administration	6,199
Utilities	36,577
Insurance	19,385
Security deposit refunds	771
Total expenditures	242,508
Receipts over (under) expenditures	30,002
Unencumbered cash, beginning of year	180,558
Unencumbered cash, end of year	\$ 210,560